

# KILBURN OFFICE AUTOMATION LIMITED

CIN: - L27106WB1980PLC033140

Registered Office: - Vasundhara Building, 2nd Floor Space No.5 And 6, 2/7,  
Sarat Bose Road, Kolkata, West Bengal-700017

Email id:- kilburncompliance@gmail.com

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January 31, 2026

To,

BSE Limited  
P. J. Tower, Dalal Street,  
Fort, Mumbai 400 001

Dear Sir /Ma'am,

**Sub.: Intimation under Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 – Resignation of the Company Secretary of the Company.**

Pursuant to Regulation 30 read with Para A of Part A of Schedule III of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, we wish to inform you that Ms. Mitali Rajendra Mittal has tendered her resignation from the position of Company Secretary of the Company, with effect from the close of business hours on January 30, 2026 to explore personal career growth opportunities and with a mutual understanding with the management for a smooth leadership transition.

The Company is in the process of identifying and appointing a suitable candidate for the said position and shall inform the Stock Exchange(s) once the vacancy is filled.

Details as required under Regulation 30 read with Part A, Para A of Schedule III of the SEBI Listing Regulations, 2015 and SEBI Circular No SEBI/HO/CFD/PoD2/CIR/P/0155 dated 11 November 2024 along with Resignation Letter, with respect to resignation of Company Secretary are enclosed as **Annexure A**.

Please take the above on your record.

Thanking you,

**Yours faithfully,**

**For Kilburn Office Automation Limited**

**Gaurav Kasat**  
**(Whole Time director)**  
**DIN: 08486191**

**Annexure A**

<b>Sr. No.</b>	<b>Details of Events that need to be provided</b>	<b>Information of such event(s)</b>
1	Reason for change viz., <del>appointment, reappointment, resignation, cessation, removal, death or otherwise</del>	She has tendered her resignation from the position of Company Secretary of the Company to explore personal career growth Opportunities
2	Date of <del>appointment</del> / cessation (as applicable) & <del>term of appointment</del>	She has tendered her resignation from the position of Company Secretary of the Company, with effect from the close of business hours on January 30, 2026.
3	Brief profile (in case of appointment)	N.A.
4	Disclosure of relationships between directors (in case of appointment of a director)	N.A.

## RESIGNATION LETTER

Date: January 30, 2026

To,

The Board of Directors

**Kilburn Office Automation Limited**

CIN: L27106WB1980PLC033140

Registered Office: Vasundhara Building, 2nd Floor, Space No. 5 and 6, 2/7,

Sarat Bose Road, Kolkata, West Bengal, India - 700017

**Subject:** Resignation Letter from the post of Company Secretary of Kilburn Office Automation Limited ("the Company")

Dear Sir,

This is to inform you that I, Mitali Rajendra Mittal, hereby resign from the post of Company Secretary of the Company with effect from January 30, 2026, in order to explore personal career growth opportunities. I request the Board to kindly take note of and accept my resignation.

I request the Board to kindly take note of and accept my resignation. This decision has been taken pursuant to a mutual understanding with the management for a smooth leadership transition.

I sincerely thank the Board of Directors and my colleagues for the support and cooperation extended to me during my tenure as Company Secretary.

I further request the Company to kindly make the necessary filings with the Registrar of Companies, Kolkata, and other statutory authorities, as applicable, to give effect to my resignation.

Thanking you,

Yours's Faithfully,



MITALI RAJENDRA MITTAL

Membership no: A25762